

**HUMAN RESOURCE OFFICE  
THE ADJUTANT GENERAL OF VIRGINIA  
BUILDING 316, FORT PICKETT  
BLACKSTONE, VA 23824-6316**

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STATEWIDE ARMY AGR VACANCY ANNOUNCEMENT  
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**ANNOUNCEMENT NUMBER:** 53-03

**POSITION TITLE:** Operations Officer

**GRADE:** LTC/0-5      **DMOS:** 01A00

**FEMALE ASSIGNMENT ELIGIBILITY:** Yes

**UNIT:** 183<sup>rd</sup> Regiment (RTI)      **Location:** Fort Pickett, Blackstone, VA

**OPENING DATE:** 11 April 2003

**CLOSING DATE:** 25 April 2003

**POC FOR ADDITIONAL INFORMATION:** CPT Hunt, (434) 298-6337, or DSN 438-6337 or e-mail Mrs Brenda Ralls at [brenda.ralls@va.ngb.army.mil](mailto:brenda.ralls@va.ngb.army.mil)

**WHO MAY APPLY:** Open to all **current on-board AGR Officers** of the Virginia Army National Guard in grades MAJ/0-4 through LTC/0-5.

**DUTIES AND RESPONSIBILITIES:**

Is responsible for carrying out the commander's plans and programs. Formulates, oversees and evaluates the overall training programs of the command. Develops training plans and issues implementing instructions to subordinate units. Issue instructions as needed to conduct training activities to meet requirements of current regulations and directives. Establishes and conducts training evaluation program's for subordinate units. Reviews training evaluation reports to identify needed revisions or improvements to training activities. Review plans and schedules of subordinate units and recommends approval or revision as necessary. Provides guidance and assistance to subordinate units for scheduling and conducting training. Monitors usage of mandays and funds designated for training. Serves as the Ammunition Manager for the command. Forecasts for the procurement of supplies such as ammunition, demolitions and pyrotechnics required to support training activities. Coordinates, as required, with the Mobilization Station. Supervises the command's COMSEC program. Serves as the Test Control Officer for the Command. Monitors NBC readiness of subordinate units. Monitors the MOS qualification program of the command. Supervises the Marksmanship program of the command. Is the Security Manager for the command. Performs other duties as assigned.

VAHR-M

SUBJECT: VaARNG AGR Vacancy Announcement Number **53-03**

**HOW TO APPLY:** Interested applicants must submit the following documents:

1. Completed NGB Form 34-1 (**signed and dated**)
2. Copies of last **five consecutive** OERs
3. **Certified** copy of DA Form 2-1
4. Copy of current physical (SF88 and SF93 or DD Form 2807-1 and DD 2808 completed within the last five years)
5. Photograph in Class A uniform (taken within the last 12 months)
6. Documentation to support all periods of duty/service creditable for retirement (**DD 214, or DA 1506 (authenticated) or NGB Forms 23/23B**)
7. Any additional information the applicant may wish to submit for consideration (i.e., DA Form 705, Height and Weight Statement, etc.)

**SECURITY CLEARANCE:** Must possess a valid "SECRET" security clearance or be able to obtain an "interim" clearance prior to appointment to the position.

**QUALIFICATION REQUIREMENTS:** Must meet all selection criteria IAW NGR 601-1, 600-200, 600-5, 600-10 and AR 135-18.

**SPECIAL INFORMATION:** Incomplete applications submitted for this vacancy announcement will not be considered. Applicants are responsible for maintaining current information on their application. Failure to provide current information may result in non-referral for consideration.

**REMARKS:** Submit applications to this HQ, ATTN: VAHR-M, Building 316, Ft Pickett, Blackstone, Virginia 23824-6316, NLT close of business 25 April 2003. Do not submit application packets in notebooks, folders, document protectors, or with any other form of binding.

A complete listing of all current Virginia National Guard AGR Employment Opportunity Announcements is available at <http://va.ang.af.mil/hro/jobs/jobs.htm> (click on Job Announcements).

FOR THE ADJUTANT GENERAL:

//signed//  
DAVID A. ARCHER  
LTC, AD, VaARNG  
Human Resource Officer